

RACHID HITTINI

CLUSTER FINANCIAL CONTROLLER

Experienced Financial Controller with a demonstrated history of working in the hospitality industry. Skilled in Cash Flow, Analytical Skills, Hospitality Industry, Management, and Financial Projection. Strong finance professional with a Bachelor Degree focused in Accounting and Finance from Damascus University +10 Years' experience in Hospitality & Facilities field. +5 Years' in Hotels industry as Financial Controller, Current and Constant.



+971567059081



Al Barsha - Dubai, U.A.E.



Rachid.hittini@hotmail.co.uk



[Rachid Hittini](#)

PROFILE

Seeking the challenges in my experience related fields, through my potentials as a Work devoted, Creative mind, and Dependable team player within academically earned and experienced knowledge areas

PERFORMANCE STENGTHS

Able to handle high workload, dynamic, hard worker, motivated and very practice mind.

SKILLS

Budgeting Skills	<div></div>
Forecasting skills	<div></div>
Communication skills	<div></div>
Problem Solving Skills	<div></div>
Attention to Detail	<div></div>
Team Work	<div></div>
Focus on guest needs	<div></div>
Internet	<div></div>
MS OFFICE	<div></div>

WORK EXPERIENCE

TIME Hotels Management UAE
February 2019 - till Date

CLUSTER FINANCIAL CONTROLLER



TIME Facilities Management UAE
September 2017 - January 2019

FINANCIAL CONTROLLER



TIME Hotels Management UAE
November 2013 - October 2017

Asst . FINANCIAL CONTROLLER



EMIRATEES STARS HOTELS UAE
October 2011 - October 2013

GROUP CHIEF ACCOUNTANT



COMPANIES PROFILE

TIME Hotels Management - UAE

4 Stars Hotels & Hotel Apartments.

Founded in 2012 and managed by a team of experienced professionals. Managing an existing portfolio of 9 operating properties across MENA region.

TIME Facilities Management - UAE

Residential Buildings & Facilities Companies.

Established in 2014, the facilities management company currently trades under TIME Residence. Managing an existing portfolio of 7 operating properties with a total of 509 keys, additional to a Building Maintenance Company.

Services provided:
- Property Management
- Facilities Management
- Security Services
- Hospitality Manpower services

EMIRATEES STARS HOTELS - UAE

3 Stars Hotel & Hotel Apartments.

Managed directly by the owner with an existing portfolio of 3 operating properties in UAE.

JOB ACTIVITIES:

HONOR & AWARD

Finance Manager of the Year
Feb 2017
Hotelier Express Middle East

Hotelier Express Awards shortlist

Proud to be the highly commended
nominee from TIME Hotels as
Finance/Procurement Manager of the
Year 2016

REFERENCE

Available upon request

PERSONAL

Birthday : 09 Nov ,1987
Relationship : Married
Nationality : French
Languages : Arabic, English & French

- ☐ Oversee the Finance and Accounting department in the Properties and ensure its smooth running so that all financial and management reports are accurate and available by their due dates.
- ☐ Ensure that the books, records, and accounts are maintained accurately and fairly reflect the transactions and administration of the assets of the hotel.
- ☐ Ensure all balance sheet accounts are fully reconciled monthly and discrepancies are immediately identified and corrected.
- ☐ Direct preparation of annual budgets and monthly forecasts; establish and/or recommend to management major economic objectives and policies for hotel.
- ☐ Draft and maintain accurate yearly financial statements, in accordance with International Financial Reporting Standards.
- ☐ Ensure all capital purchases / disposals are in accordance with policies and procedures and to review all management and depreciation reports.
- ☐ Lead and manage the Accounting department and ensure all standards are followed.
- ☐ Presenting the various accounting reports to the top management and making suitable observations and recommendations.
- ☐ Monitoring investment policies and operations of the company.
- ☐ Control procedures covering all activities of the hotels.
- ☐ Prepare of all monthly financial reports and analysis.
- ☐ Prepare special statistical reports which may be required by management, government authorities.
- ☐ Compile departmental budgets, forecasts, and business plan.

KEY SKILLS

- ☐ Experienced in Accounting system program (FBM, OPERA, SUN,PACT)
- ☐ Experienced in Payroll system program (Bayan, Oasys, FBM, Edocs)
- ☐ Excellent communication and organizational skills.
- ☐ Strong interpersonal and problem solving abilities.
- ☐ Highly responsible & reliable with exceptional attention to detail.
- ☐ Ability to work cohesively as part of a team.
- ☐ Ability to focus attention on guest needs, remaining calm and courteous at all times.



QUALIFICATION

- ☐ Bachelor degree in Economics /accountancy - 2009 from Damascus University –Syria
- ☐ CMA under process
- ☐ UAE VAT Implementation – Eminent Educational Institute